



ALARM PERMIT APPLICATION

Newberg-Dundee Police Department
P.O. Box 970
401 E. Third, Newberg, OR 97132
(503) 537-1208

Fee: None

APPLICANT: _____ **DATE:** _____

ADDRESS (street, city, zip code): _____

TELEPHONE: HOME _____ **BUSINESS** _____ **CELL** _____

(For commercial alarms only):

BUSINESS NAME: _____

ADDRESS (street, city, zip code): _____

TYPE OF ALARM: Audible Silent*

***NOTE: any alarm system which incorporates an automatic dialer shall not be programmed to call any police, fire or emergency communications center phone line.**

PURPOSE OF ALARM: Fire Intrusion (Burglary) Panic (Robbery) Medical Emergency
 Other (please describe) _____

ALARM MONITORING COMPANY: _____

ADDRESS (street or mailing, city, state, zip code): _____

TELEPHONE: _____ **CONTACT NAME:** _____

PLEASE PROVIDE TWO RESPONSIBLE PARTIES CAPABLE OF DEACTIVATING THE ALARM SYSTEM WHO MAY BE CONTACTED IN CASE OF AN ALARM.

NAME: _____ **PHONE:** _____

ADDRESS (street, city, zip code): _____

NAME: _____ **PHONE:** _____

ADDRESS (street, city, zip code): _____

***NOTE: In the event you have a valid or false alarm, those who are listed as contacts will not necessarily be notified by the City of Newberg and / or its police department. Any notification is up to the discretion of the monitoring alarm company and your service agreement with them.**

In accordance with Ordinance No. 98-2490 and Resolution 98-2081 no person shall install, use, or maintain any alarm system without first obtaining a permit for such system from the City. **Violation** of a provision of Ordinance No. 98-2081 is punishable by a fine not to exceed \$500.00.

GENERAL SYSTEM REQUIREMENTS

- No alarm system shall be installed/used/maintained in violation of any of the requirements of adopted provisions of the Uniform Fire code or any applicable statute, law, or administrative regulation of the state or of the city.
- Effective June 1, 1998, no alarm shall be installed/used/maintained which sends a signal to any phone or alarm monitoring equipment located in the Newberg 9-1-1 Communications Center.

TRAINING REQUIREMENTS

- The holder of an alarm system permit shall be responsible for training and retraining of employees, family members, and other persons who make regular use of the protected premises and who may, in the normal course of their activities, be in a position to accidentally trigger an alarm device. Such training shall include procedures to avoid accidental alarms and steps to follow in the event the system is accidentally triggered.

MAINTENANCE AND REPAIR RESPONSIBILITY

- The holder of an alarm system permit shall, at all times, be responsible for the proper maintenance and repair of the system and for the repair or replacement of any component, method of installation, design feature, or like condition which may rise to a false alarm.
- In the event a fire alarm system temporarily fails, rendering it inoperable at a premise required to have a fire alarm system, the Fire Chief may require the building owner or person in control to provide standby personnel until the system is restored.

TESTING OF SYSTEMS

- All service and tests of any alarm system that may result in transmission of alarm information to the emergency communications center shall be conducted only after notification to the emergency communications center of the intention to conduct such service or tests. Failure to so notify will result in a false alarm assessment.

SOUND LIMITATIONS

- Local alarms other than fire alarms shall not make a sound similar to that of sirens on emergency vehicles or of civil defense warning systems. Owners of local alarms shall be responsible to maintain and turn the alarm system off in case of malfunction. No local alarm sounding device shall sound for more than five minutes and shall incorporate an automatic cutoff.

FEE SCHEDULE

- Effective July 1, 1998, a \$50.00 charge shall be assessed for failure to obtain a permit prior to alarm activation.
- False Alarm Fees:
 - (a) First two false alarms during a calendar year, no charge;
 - (b) For each false alarm thereafter, \$50.00 per alarm up to nine (9) alarms, \$100.00 per alarm thereafter;
 - (c) A false alarm fee may be waived by the Fire Chief or Police Chief when in their opinion extenuating circumstances exist and the permit holder has taken steps to guard against future false alarms.

FALSE ALARM is defined as any alarm system which results in the dispatch of police, fire, or emergency medical personnel to the protected premises where they are unable to discover any evidence of an emergency condition, but it does not include an alarm signal caused by conditions of nature or other extraordinary circumstances not reasonably subject to control by the alarm user.